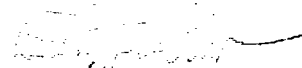


Town of Stafford
Water Pollution Control Authority
Special Meeting
Thursday, April 19, 2018
5:30 P.M. - Veteran's Meeting Room

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Members Present: Vice Chairman Scott Bonett; Mandy Fisher; Roger Thomas; David Walsh

Also present: Superintendent Richard Hartenstein, Jr.; Jane LaMorte, Business Manager

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1. Call To Order
2. Minutes of March 19, 2018
3. Chairman's Comments
4. DEEP Update- Weston & Sampson – I&I SSES Phase II waiting DEEP funding
5. Old Business- Weston & Sampson – RT 190 – West St. Sewer Line Replacement; Rt 190 Pump Station; Filter Rehab; A&D Portables
6. New Business- TTM Wastewater Discharge Permit
7. Staff Reports (Superintendent)- Other
8. Collector of Revenue Report- Review of Department Finances; List of Delinquent Users; Sewer Fees Dispute
9. Legal- Foreclosures
10. Adjournment

1. Call To Order

The meeting was called to order at 5:31 p.m. A quorum was established. Vice Chairman Bonett conducted the meeting in Chairman Warren's absence.

2. Minutes of March 19, 2018

Mr. Walsh moved to accept the minutes of March 19, 2018, as read. Mr. Thomas seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Bonett abstaining.

3. Chairman's Comments

Vice Chair Bonett opened discussion by commending the staff on their great job running the facility.

4. DEEP Update

- Weston & Sampson - I/I SSES Phase II Update

Superintendent Hartenstein reported that there was no new news and that the item would stay on the agenda until the State DEEP has approved funding for the project in the amount of 55% grant.

The members questioned if there was an increase in flow due to the tremendous amount of rain that had occurred during the week. Superintendent Hartenstein informed the Authority that there was a drastic increase but the plant was still able to treat and process all incoming flow. He also stated that the camera truck had arrived for the next thirty (30) days and staff would be looking at known areas of concern for inflow/infiltration.

5. Old Business

- Weston & Sampson – RT 190 – West St. Sewer Line Replacement

Upon review of the Design agreement, Superintendent Hartenstein requested that the geotechnical borings be an optional add on service only to be used after it is confirmed that the pipe elevations are found to be suitable for one or more alternatives; and, that fees charged by Weston and Sampson be for time and material, with a not to exceed limit, rather than a lump sum.

Superintendent Hartenstein informed the Authority that he had met with the Board of Selectmen to discuss hiring Weston and Sampson for the design portion of the West Street Sewer Line Replacement Project. Since Weston and Sampson has a lot of background information on the project and is working on the I/I Project it seems most cost effective to have them continue with the Replacement Project and was approved by the Selectmen.

Discussion continued with the financial burden of the replacement of this sewer line. Once the final cost is determined, this item will be readdressed for discussion and action.

Mr. Walsh made a motion that the design portion of the project, for Route 190 West Street Sewer Line Replacement, be initiated by Weston & Sampson and that the WPCA be reimbursed upon funding approval of the project. Mr. Thomas seconded the motion. Motion carries with a 3-0-1 vote, with Mr. Bonett abstaining.

- Rt 190 Pump Station

The actual pump station is twenty-eight (28) years old. The pumps were replaced eight (8) years ago and the controls are old. The replacement of this pump station was scheduled to be done during the sewer line extension to the Hospital. The West Street sewer line replacement is top priority and Superintendent Hartenstein is looking to keep expenses on the lower side for the pump station replacement.

- Filter Rehab

The underdrains have been installed and are waiting for the strainers to arrive. They are scheduled to be delivered in 6-8 weeks.

- A&D Portables

A&D Portables has been awarded the Town contract for portables/chemical toilets and has asked to bring their waste to the treatment plant. Superintendent Hartenstein explained to the Authority that the high concentration of human waste and the odor control chemical additive in the portable toilets will upset the biological process at the WPCF and may lead to a violation in the DEEP permit. The WPCA was in support of Superintendent Hartenstein's decision not to accept the portable/chemical toilet waste.

6. New Business

- TTM Wastewater Discharge Permit

Mr. Thomas made a motion to approve the wastewater discharge permit from TTM. Ms. Fisher seconded the motion. Motion carries with a 3-0-1 vote, with Mr. Bonett abstaining.

7. Staff Reports

- Other

Superintendent Hartenstein stated that the new employees were working out well. Both have completed their credit requirement and will be taking the Class I test in July.

8. Collector of Revenue Report

- Review of Department Finances

Total collections for the month of March were \$125,930, and total expenses were \$122,248. The balance of the sewer reserve is \$544,758 and the balance of the sewer fund is \$1,347,391.

- List of Delinquent Users

Collection rates are normal for this time of year. Ms. LaMorte presented the list of delinquent users to the board.

- Sewer Fees Dispute

A property owner who had never received their sewer bill requested that the WPCA waive accrued interest on their bill. Immediately upon learning of the delinquent charges, this property owner called the WPCA office to notify them of the wrong billing address and paid the amount due.

The WPCA agreed that there are laws in place that does not allow interest to be waived; therefore, denied the request of this property owner.

9. Legal

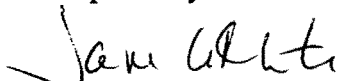
- Foreclosures

Ms. LaMorte stated the one of the foreclosure accounts has approached Attorney Muska and is making partial payments monthly.

10. Adjournment

Mr. Walsh moved to adjourn the meeting at 6:41 p.m. and Mr. Thomas seconded the motion. Motion carried with a 3-0-1 vote, with Mr. Bonett abstaining.

Respectfully Submitted,



Jane LaMorte
Recording Secretary